

I. Introduction, Continued

Given the responsibilities of implementing the Federal Stimulus Package, the Energy Commission seeks support from the contractor in performing a comprehensive program assessment and evaluation to determine that the ARRA program risk considerations are adequately addressed, and to develop an implementation plan to address any deficiencies identified in the evaluation will be an important part of this contract. Contractor assistance also is needed to identify processes and procedures for addressing fraud, waste and abuse, as well as prevention/detection of fraud, waste and abuse for ARRA-funded recipients. Of equal importance is for the contractor to evaluate and implement processes and procedures to ensure that all reports are accurate and auditable through the sub recipients and vendor levels. The Energy Commission also seeks assistance in evaluating existing contracting and fiscal processes; conducting financial and programmatic audits; implementing transparency/accountability procedures for stakeholders and potential ARRA fund recipients; ensuring transparency in the public communication of the ARRA reporting and tracking requirements; and promoting the program and communicating its successes.

The contract resulting from this solicitation will give the Energy Commission the foundation for an enterprise wide assessment of all its current contract, grants and loan programs including the contracts, grants and loans resulting from the receipt of ARRA funding as well as potential future federal funding. Assistance in the implementation measures identified in the diagnostic assessment will be a critical component of the contractor's deliverable.

KEY ACTIVITIES AND DATES

Key activities and times for RFP are presented below. This is a tentative schedule; please call the Contracts Office to confirm dates.

ACTIVITY	ACTION DATE
RFP Release	November 24, 2009
Deadline for Written Questions <u>by 5:00 p.m.</u>	December 4 th , 2009
Pre-Bid Conference	December 4, 2009
Distribute Questions/Answers and Addenda (if any) to RFP	December 14, 2009
Deadline to Submit Proposals by 3:00 p.m.	January 5, 2010
Clarification Interviews (If necessary)	January 11 – 15, 2010
Notice of Proposed Award	January 22, 2010
Commission Business Meeting	February, 2010
Contract Start Date	March, 2010
Contract Termination Date	June, 2012

AVAILABLE FUNDING

There is \$5 million available for the contract resulting from this RFP. The contract award will be made to the responsible Bidder with the highest combined score (which includes a technical evaluation, evaluation of cost, and the application of preference points) among qualifying proposals. This is an hourly rate plus cost reimbursement contract with a ceiling on the total amount. Bidders shall allocate \$5 Million as follows: Task 1: \$750,000; Task 2: \$3,000,000; Task 3 \$750,000; and Task 4: \$500,000.

FUNDING LIMITATIONS

Pursuant to the federal ARRA guidelines, ARRA SEP funding may not be used to fund projects for gambling establishments, aquariums, zoos, golf courses or swimming pools. No more than 20 percent of each award shall be used to purchase office supplies, library materials, or other equipment whose purchase is not otherwise prohibited. In addition, ARRA SEP funding may not be used:

1. For construction, such as construction of mass transit systems and exclusive bus lanes, or for construction or repair of buildings or structures;
2. To purchase land, a building or structure or any interest therein;